

5 July 1978

MEMORANDUM FOR: [REDACTED] 25X1
Administration and Training Division

FROM: [REDACTED]

SUBJECT: Space for Security Committee Staff

1. The DCI assigned the Security Committee from the DDCI for Resources Management to the DDA (under his Pink Hat) on 14 March. The implementation of the transfer calls for the transfer of [REDACTED] from the DDCI/RM to the DDA and the transfer of [REDACTED] from the Office of Security/CIA to establish, under the DDA, a Community Security Group to serve the Security Committee as a Staff element. 25X1 25X1

2. It has been determined that this [REDACTED] man element will be housed in the CIA Headquarters Building. This has the approval of the DDA and the Director of Security (as newly appointed Chairman of the Security Committee) has addressed this need for appropriate space with [REDACTED] 25X1 25X1

3. In accordance with your request made at the 5 July 1978 meeting between you, [REDACTED] and me, this memorandum sets forth additional details of the proposed role of the Community Security Group to assist in selection of appropriate space in Headquarters Building. 25X1 25X1

5. The Security Committee functions now encompass four subcommittees and several working groups with a population close to [REDACTED] representatives of the 9 NFIB departments and agencies. The Security Committee anticipates holding meetings no less than once a month. Subcommittees and Working

Groups meet more frequently. Meetings are scheduled so as not to be in conflict, but the scheduling indicates an intermittent but frequent assembling at CIA of representatives from NFIB agencies. This speaks to a need for access to conference rooms and parking accommodations (bus transportation is not a viable option for these visitors since they will come from many different locations around town and in the Washington environs).

6. The needs for space for the Community Security Group should be addressed with the fact in mind that this group will be meeting with NFIB representatives quite frequently at Headquarters in between the formal meetings of the Security Committee and its Subcommittees. These meetings will be on a wide variety of subjects, many of which are highly compartmented and indicate a serious need for comparative privacy. Further, the Community Security Group members will have need for space to hold meetings of small groups - 3 to 4 NFIB members in the course of their daily work. In addition, they will be tasked with needs for comparatively quiet space to permit appropriate attention to detailed and lengthy staff papers.

Telephone discussions of a codeword nature with NFIB members also indicates a need for comparative privacy and indicates that whatever space is selected should be viewed with this consideration in mind.

The least desirable type of space is that now used by the initial segments of the CSG, 3E05. This is a single room divided by two 1/2 height partitions into 7 work stations. All conversations can be overheard, if not drowned out by the typewriter.

7. While the aspect of "image" has not been previously mentioned, it should be credited in the overall equation. The CSG will be host to non-CIA personnel on both long term assignment and on frequent visits. CIA has worked hard and promised the NFIB Community much in its deliberations and negotiations to bring the Security Committee back to CIA. The appropriate "environment" therefore becomes a significant, visible signal in our implementation efforts. Accordingly, anything that you can do toward resolution of this need for space would be greatly appreciated. We, of course, stand ready to assist in any way we can.



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